

Construction Plans Cont...

Permits

All permits or approvals that are applicable for the construction and/or operation of this practice are the responsibility of the landowner and shall be obtained prior to the start of construction.

Public and Private Utilities

If you know underground utilities are in the vicinity of the proposed work area, it is your responsibility to notify the NRCS so appropriate action can be implemented. It is the excavating contractor's responsibility to contact the Iowa One Call Hotline prior to start of construction.

Pre-Planning/Design Meeting

Practice design shall NOT start before a thorough pre-planning/design meeting is held between the owner/operator, engineering service provider, and the NRCS representative to go over the roles and responsibilities of all parties involved with the project.

Responsibilities

The Landowner is responsible for making decisions regarding the design and construction of the components of the conservation system while following all federal, state, and local laws which may pertain to the project. They are also responsible for selecting, hiring, and paying the contractor to do the work. They play a key role as project coordinator which helps to ensure getting a quality product installed in the field. The landowner is ultimately responsible for the proper construction and maintenance of a conservation system.



Pre-Construction Meeting

Practice construction shall NOT start before a thorough pre-construction meeting is held between the owner/operator, contractor, engineering service provider, and the NRCS representative to go over the plans, specifications, and other details of the project.

Acceptance of Construction

The final planning step is an inspection and review by NRCS to ensure the project meets site-specific drawings and construction specifications for the practice.

Failure to install a practice according to the plans and specifications, or provide adequate supporting documentation of the construction, would warrant any forfeiture of financial assistance or violation of permit.

The Contractor is responsible for understanding and following NRCS drawings and construction specifications and supplying materials that meet NRCS specifications. The contractor is responsible for calling Iowa One Call for utility notification and staying in communication with the landowner and NRCS regarding start and stop dates.

The Technical Agency is responsible for offering advice related to the conservation practices and components chosen by the landowner. The agency may provide design assistance, plans, and specifications, if a service provider is not utilized by the landowner. The agency is NOT the landowner's representative or the contractor's foreman or representative.

A Conservation System is a combination of conservation practices and resource management for the treatment of soil, water, air, plants and animals. It is based on your conservation plan, and may be needed for federal or state program requirements. It is based on your objectives and current NRCS standards and specifications.

The Service Provider is responsible for design assistance, plans, and specifications. The service provider is also responsible for inspecting and certifying that project plans and specifications are met.

Responsibilities for Conservation System Construction Projects



This guide will help you understand your responsibility in all phases of conservation practice construction, from planning and design through construction and maintenance.

By understanding your role and providing adequate time for each phase of the project, you can avoid inconvenient and costly delays.

Natural Resources
Conservation Service
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Construction Plans

Drawings

The drawings are a visual representation of the project, which show the location and describe the work to be done. The drawings include plan views, sections, profile details, and notes which are necessary to supplement the construction specifications for a site specific installation.

Specifications

The construction specifications describe quality of work which is to be done. The specifications may also reference a commercial standard such as the American Society for Testing and Materials (ASTM) which is identifiable for all products or procedures where referenced. If a conflict arises between the drawings and specifications, the specification governs the work or product.

Cost Estimate

The estimated cost is for comparison purposes and should not be shown or given to the contractor. The estimated cost is based on quantities calculated for this specific design. Actual construction quantities may vary if the practice is changed during construction or differing site conditions are encountered (i.e., bedrock, excessive moisture, etc.).

It is the landowner's responsibility to contact one or more contractors and obtain a contractor's bid. Prices may vary from contractor to contractor. It is best to obtain bids from several qualified contractors before selecting someone to construct the practice. The Natural Resources Conservation Service (NRCS) does not guarantee that the estimated cost will be final cost of the project.

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CONSTRUCTION PROJECT RESPONSIBILITIES



	LANDOWNER	ENGINEERING SERVICE PROVIDER	CONTRACTOR	AGENCY
DURING PLAN	<ul style="list-style-type: none"> Obtain an engineering service provider for all phases of the project and agree on timeline. Participate in a pre-planning/design meeting with NRCS and service providers. Select from alternatives. Check utility locations. Consider costs and maintenance requirements. Identify needed local, state, and federal permits. Provide excavator for soil investigations. Investigate/apply for program assistance, if desired. 	<ul style="list-style-type: none"> Attend the pre-planning/design meeting with the landowner and NRCS. Develop alternatives that solve the landowner's resource concerns, and are compatible with their operation. Discuss alternatives with the landowner. Conduct foundation investigations. Alert owner to potential wetland, utilities, archaeological sites, and needed permits. Prepare planning cost estimates. 		<ul style="list-style-type: none"> Work with owner to meet objectives. Discuss alternatives with owner. Prepare cost estimates for programs purposes. Attend a pre-planning/design meeting with the landowner and engineering service provider.
DURING DESIGN	<ul style="list-style-type: none"> Be sure design meets objectives. Be available for consultation. Obtain necessary permits/approvals. Identify utility locations. Review and agree to the final design. 	<ul style="list-style-type: none"> Survey the site. Develop construction plans based on the landowner's objectives and decisions. Design the system based on the planning and site conditions. Review the design and specifications with the landowner. Develop and Operation and Maintenance Plan. Develop a Quality Assurance Plan. Prepare a construction cost estimate. 		<ul style="list-style-type: none"> Review design & specifications with landowner. Conduct either a deliverables or functional review of the design. <p><u>If Service Provider is not Utilized:</u></p> <ul style="list-style-type: none"> Survey site and design system. Review design and specifications with landowner. Finalize cost estimate. Stake out system for construction.
BEFORE CONSTRUCTION	<ul style="list-style-type: none"> You may serve as the General Contractor. Follow all federal/state/local laws, zoning regulations. Be available for consultations. Host site showing/pre-construction meeting. Hire competent contractors. Verify the contractor has contacted Iowa One Call Hotline. 	<ul style="list-style-type: none"> Assist the landowner with the site showing/pre-construction meeting. 	<ul style="list-style-type: none"> Contact Iowa One Call Hotline before beginning work. Attend the site showing/pre-construction meeting. 	<ul style="list-style-type: none"> Attend pre-construction meeting/site showing.
DURING CONSTRUCTION	<ul style="list-style-type: none"> Authorize the contractor to start work. Keep NRCS informed of progress. Protect cultural & historical resources. Verify plans and specifications are met. Shut down job for safety reasons. Stop work of contractor, when justified. Pay bills. Complete items in construction plan not contracted out (seeding, fencing, etc.). Submit "as-built" plans and construction verification documentation to NRCS for acceptance. 	<ul style="list-style-type: none"> Inform the owner of safety responsibility. Follow construction Quality Assurance Plan. Observe and inspect construction and make tests to determine the work meets requirements of the construction plan and specifications. Keep a daily diary of construction/inspection activities. Inform the landowner if the contractor is not following the construction plan. Prepare as-built drawings. Certify components and the entire system as meeting standards and specifications. Submit "as-built" plans and construction verification documentation to the landowner. 	<ul style="list-style-type: none"> Follow OSHA requirements and practice safety. Read and follow the construction plans and specifications. Have a foreman on site. Have all required materials and equipment on site. Use materials specified in construction plans. (No substitutions without PRIOR approval by the engineering service provider.) Use dimensions in construction plans. (No alterations without PRIOR approval by the engineering provider.) Document materials used. Repair improper construction. 	<ul style="list-style-type: none"> Work with owner and contractor to determine that construction meets plan requirements. Certify that project meets standards and specifications, if necessary. Conduct final inspections where applicable. <p><u>If Service Provider is not Utilized:</u></p> <ul style="list-style-type: none"> Work with landowner and contractor to determine that construction meets plan requirements. Conduct inspections throughout construction.
MAINTENANCE	<ul style="list-style-type: none"> Follow the operation & maintenance plan. Make repairs as needed. Contact NRCS for assistance, if needed. 		<ul style="list-style-type: none"> Provides various warranties, written and verbal, that installations meet plans & specifications and will perform for length of design requirements. 	<ul style="list-style-type: none"> Follow up periodically to assure Operation & Maintenance Plan is carried out. Conduct Quality Assurance reviews.